



CALENDAR OF TRAINING PROGRAMMES 2023-2024



NATESAN INSTITUTE OF COOPERATIVE MANAGEMENT

(An Institution of National Council for Cooperative Training, New Delhi)
 An autonomous Society promoted by Ministry of Cooperation, Govt. of India
 An Institution Accredited by C-PEC, BIRD, Lucknow
 #2377-A, Shanthi Colony, Anna Nagar, Chennai – 600 040
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CALENDER OF TRAINING PROGRAMMES 2023-2024

Prog. No.	Name of the Programme	Duration	Capacity	Target Group
I. MBA PROFESSIONAL COURSE				
1.	MBA – Master of Business Administration (Affiliated to the University of Madras)	2 Years(2022-2024)	58	Private Candidates.
II. HDCM DIPLOMA PROGRAMMES				
2.	91 st Batch Higher Diploma in Cooperative Management (Regular)	26 Weeks	34	Private Candidates.
3.	92 nd Batch Higher Diploma in Cooperative Management (Regular)	26 Weeks	-	Private Candidates.
4.	Higher Diploma in Coop. Management (HDCM Correspondence)	36 Weeks	24	Handloom Inspectors & Senior Technical Assistant (STA)
III. DIPLOMA AND CERTIFICATE PROGRAMMES				
5.	Diploma in Handloom Cooperative Management – Batch I	12 weeks	26	Handloom Inspectors & Senior Technical Assistant (STA)
6.	Diploma in Handloom Cooperative Management – Batch II	12 weeks	27	Handloom Inspectors & Senior Technical Assistant (STA)
7.	Diploma in Industrial Coop. Management (25.03.2023 to 14.06.2023)	12 weeks	40	JCOs/ORs of Army, Navy, and Airforce.
8.	Capacity Building training programme (03.07.2023 to 30.09.2023)	12 weeks	25	Section Officers of Finance Department, Secretariat. Govt. of Tamil Nadu
9.	Certificate Course in Retail Management (11.09.2023 to 01.12.2023)	12 weeks	40	JCOs/ORs of Army, Navy, and Airforce.
10.	Certificate Course in Small Business / Rural Entrepreneurship (11.12.2023 to 29.03.2024)	16 weeks	40	JCOs/ORs of Army, Navy, and Airforce.
11.	Certificate Course in Digital Marketing (12.02.2024 to 03.05.2024)	12 weeks	40	JCOs/ORs of Army, Navy, and Airforce.
IV. SHORT DURATION PROGRAMMES				
12.	Programme on Computerization of Accounts through TNICS ERP Application – Batch I	3 Days	30	Staff of Industrial Cooperative Societies
13.	Programme on Computerization of Accounts through TNICS ERP Application-Batch II	3 Days	30	Staff of Industrial Cooperative Societies
14.	Programme on Forensic Audit	2 Days	25	JRCS & DRCS
15.	Programme on Organizational Effectiveness	3 Days	25	CSRs, SIs of Coop. Dept, CDPOs of ICDS.
16.	Programme on Pre-Retirement Counselling	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, Officials of Dept of Handlooms, CDPOs, Suptd of ICDS, SIs, CSRs of Dairy Department
17.	Programme on Managerial Excellence	3 Days	25	CSRs, SIs of Coop. Dept, CDPOs of ICDS.
18.	Programme on Stress and Time Management	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, CDPOs, of ICDS, SIs, CSR of Dairy Department

Prog. No.	Name of the Programme	Duration	Capacity	Target Group
19.	Programme on NPA & Recovery Strategies of Urban Coop. Banks	3 Days	25	Managers, Assistant Managers, Staff of Urban Coop Banks.
20.	Programme on Work Life Balance	3 Days	25	All Officials / Staff of ICDS. CSRs, SIs of Cooperative Department.
21.	Programme on NPA for PACCS Employees	3 Days	25	Secretaries & Staff of PACCS
22.	Programme on Noting & Drafting	3 Days	25	CSRs, SIs of Coop Dept, SIs, CSR of Dairy Department Officials of Dept of Handlooms, Typists, Assistants /J.A. / Supervisors of ICDS.
23.	Programme on Total Quality Management	3 Days	25	Manufacturing Dept of Coop Sugar Mills., CDPOs, of ICDS Department
24.	Programme on EDP for JRCS	1 Day	25	Textile, Sugar, Milk Audit Department
25.	Programme on Acts Related to PDS	3 Days	25	CSRs, SIs of Coop. Department
26.	Programme on GST (Goods & Service Tax)	3 Days	25	CSRs, SIs of Coop. Dept Milk Audit Department, Textile Department
27.	Programme on Liquidation Management	3 Days	25	CSRs, SIs of Coop. Dept, SICs, ICOs of Industries Dept, SIs, CSR of Dairy Dept, Staff of Animal Husbandry, Textile Department
28.	Programme on Litigation Management	3 Days	25	CSRs, SIs of Cooperative Dept, CDPOs, of ICDS.
29.	Programme on Allied Laws Applicable to Cooperative Societies	3 Days	25	SIs, CSR of Dairy Dept, Milk Audit Department
30.	Programme on Right to Information Act 2005	2 Days	25	CSRs, SIs of Coop. Dept, CDPOs, Supdt. of ICDS, Staff of Animal Husbandry, SIs, CSR of Dairy Dept, Social Welfare Department, staff of Cooperative Sugar Mills. Milk Audit Department, Textile Department
31.	Programme on Cooperative Law & Allied Laws	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, SICs of Social Welfare Dept, SIs, CSR of Dairy Dept. Milk Audit Dept.
32.	Programme on Legal Aspects	3 Days	25	CSRs, SIs of Coop. Dept, Officials of Dept of Handlooms & Textiles, CDPOs, Supdt. of ICDS. Milk Audit Department, LWO & OMs of Sugar Mills
33.	Programme on Disciplinary Proceedings & Domestic Enquiry	3 Days	25	CSRs, SIs of Coop. Dept, SICs, ICOs of Industries Dept, Officials of Dept of Handlooms & Textiles, Staff of Animal Husbandry, CDPOs, Suptd of ICDS, SIs, CSR of Dairy Department CAOS, SCAS, JCAS of Coop. Audit, Milk Audit Dept.
34.	Programme on Statutory Provisions for Cooperative Department	3 Days	25	CSRs, SIs of Coop. Dept, ICOs of Industries Dept, SIs, CSR of Dairy Department CAOs, Milk Audit Department
35.	Programme on Tender Transparency Act	3 Days	25	CSRs, SIs of Coop. Dept, ADs, ICOs, SICs of TAICO Bank, Officials of Dept of Handlooms & Textiles, Staff of Animal Husbandry, CDPOs, Suptd of ICDS, Staff of Coop. Sugar Mills, Milk Audit Dept.
36.	Programme on Digital Payment / Internet Banking / Mobile Banking & Cyber Crimes	3 Days	25	CSRs, SIs of Coop Dept, Staff of DCCBs & UCBs. Staff of Animal Husbandry, ADs, ICOs, SICs of TAICO Bank. POs/Superintendents/Typists/Assistant / J.A. / Supervisors of ICDS Dept
37.	Programme on Management of NPA & Recovery Strategies for the Central Cooperative Banks	3 Days	25	CAOs, SCAS, JCAS of Cooperative Audit, SICs, ICOs of Industries Dept, Managers Asst. Managers of DCCBs. ADs ICOs, and SICs of TAICO Bank.

Prog. No.	Name of the Programme	Duration	Capacity	Target Group
38.	Programme on Regulatory Frame Work and Compliance for UCBs	3 Days	25	Managers, Asst. Managers of UCCBs.
39.	Programme on Risk Management for Coop Banks	3 Days	25	Managers, Asst. Managers of DCCBs.
40.	Programme on Women Empowerment	3 Days	50	Women members of Tailoring Cooperative Societies – Social Welfare Department CDPOs of ICDS.
41.	Programme on Rights of Women and Gender Equality	3 Days	25	CDPOs / Superintendents of ICDS, Staff & Officials of Coop. Department
42.	Programme on Common Accounting System for PACCS	3 Days	25	CAOs,SCAs,JCAs of Coop. Audit, Secretaries & Staff of PACCS
43.	Programme on Sensitization of Latest Amendments in Coop. Act & Rules	2 Days	25	Milk. Audit and Cooperative Department
44.	Programme on Self Development	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, CDPOs of ICDS, Supervisors of Industrial Coops of Social Welfare Dept.
45.	Programme on Change Management and Conflict Management	3 Days	25	CSRs, SIs of Coop. Dept, CDPOs of ICDS.
46.	Programme on Management of Urban Coop. Credit Societies	3 Days	40	Staff and officials of Urban Coop. Credit Societies.
47.	Programme on Financial Audit	3 Days	25	CSRs, SIs of Coop. Dept, SIs, CSR of Dairy Dept, CDPOs, Suptd of ICDS, Staff of Animal Husbandry. Milk Audit Department
48.	Programme on Regulation of Real Estate	3 Days	25	CSRs, SIs of Cooperative Department
49.	Programme on Tax-Related Matters	3 Days	25	CSRs, SIs of Cooperative Dept, Staff of Animal Husbandry, Milk Audit Department
50.	Programme on IPR & Conflict Management	3 Days	25	CSRs, SIs of Coop. Dept, CDPOs, Suptd of ICDS.
51.	Programme on Labour Laws	3 Days	25	CSRs, SIs of Coop. Department
52.	Programme on Legal Issues related to Tailoring Industrial Cooperatives	3 Days	25	ICOs / SICs of Social Welfare Department.
53.	Programme on Government E-Market Place (GeM)	3 Days	25	CSRs, SIs of Coop. Dept, SIs of Coop Dept, ICOs of Industries Dept, Officials of Dept of Handlooms, & Textiles Department SIs, CSR of Dairy Dept
54.	Programme on Marketing Techniques & Management	3 Days	25	Staff of Commissioner of Textiles
55.	Programme on Costing related to production in the manufacturing units	3 Days	25	Staff of Commissioner of Textiles
56.	Programme on Cost Audit and Cost Analysis	3 Days	25	Staff of Commissioner of Textiles
57.	Programme on Tamil Nadu Government Office Procedures, Audit and Budgeting	3 Days	25	Staff of Commissioner of Textiles
58.	Programme on E-Office	3 Days	25	Staff of Cooperative Sugar Mills
59.	Programme on Computer Applications & Latest Trends in IT	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, CSRs, SIs of Dairy Dept, CDPOs, of ICDS, Milk Audit Department
60.	Programme on MS Office & Internet Applications	5 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, CSRs, SIs of Dairy Dept, CDPOs, Suptd of ICDS, Milk Audit Dept.

Prog. No.	Name of the Programme	Duration	Capacity	Target Group
61.	Programme on Advanced Excel	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, CSRs, SIs of Dairy Department CDPOs, Suptd of ICDS, CAOs, SCAs, JCAs of Coop. Audit. SIs, CSR of Dairy Dept, Milk Audit Department
62.	Programme on Web & Cloud Technology	2 Days	25	CSRs, SIs of Cooperative Department
63.	Programme on Cyber Crimes & Cyber Security	2 Days	25	CSRs, SIs of Coop. Dept, CDPOs, Suptd of ICDS,
64.	Programme on DBT (Direct Benefit Transfer) & Integrated Financial & Human Resource Management System (IFHRMS)	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry, Officials of Dept of Handlooms, SIs, CSR of Dairy Department CDPOs, Suptd of ICDS.
65.	Programme on e-auction, e-Tendering & e-Procurement	3 Days	25	CAOs, SCAs, JCAs of Coop. Audit, CDPOs, Suptds. of ICDS, Officials of Dept of Handlooms & Textiles Department CSRs, SIs of Coop. Dept, Fisheries. CSRs, SIs of Dairy Department ADs ICOs, SICs of TAICO Bank. Milk Audit Department
66.	Programme on Computerized Accounting Software	3 Days	25	Staff of TAFCOFED & Fisheries Cooperatives
67.	Programme on Data Analytics through Google Sheets	3 Days	25	Staff of Commissioner of Textiles
68.	Programme on Management of Urban Coop. Credit Societies	3 Days	40	Staff and officials of Urban Coop. Credit Societies.
69.	Programme on Management of Urban Coop. Credit Societies	3 Days	40	Staff and officials of Urban Coop. Credit Societies.
70.	Programme on E- Office	3 Days	25	CSRs, SIs of Coop. Dept, Officials of Dept of Handlooms,
71.	Programme on MS-Excel	3 Days	25	CSRs, SIs of Coop. Dept, Staff of Animal Husbandry. Officials of Dept of Handlooms
72.	Programme on Digital Marketing	3 Days	25	CSRs, SIs of Coop. Department
73.	Programme on MS Office & Internet Applications	5 Days	25	CDPOs/Superintendents/Typists/ Assistants / J.As. / Supervisors of ICDS Department
74.	Programme on MS-Excel	3 Days	25	CDPOs/Superintendents/Typists/ Assistants / J.As. / Supervisors of ICDS Department
75.	Programme on Advanced Excel	3 Days	25	CDPOs/Superintendents/Typists/Assistants / J.As. / Supervisors of ICDS Department
76.	Programme on Tamil Nadu Regulation of Rights & Responsibilities of Landlords & Tenants Act 2017 & Rules 2019.	1 Day	50	ARCS/JRCS/DRCS/ CSRs / SIs of Cooperative Department
77.	Programme on Apartment Ownership Act 2022 and Rules (under Preparation)	1 Day	50	ARCS/JRCS/DRCS/ CSRs / SIs of Coop. Department
78.	Programme on Housing related subjects viz layouts/Tamilnadu Cooperative Societies Act and Rules	1 Day	50	ARCS/JRCS/DRCS/ CSRs / SIs of Coop. Department
79.	Programme on Finalization of Accounts and Audit complaints for the ICOs & DSW Staff	3 Days	25	ICOs / SICs of Social Welfare Department
80.	Programme on Salesmanship	3 Days	25	Staff of Co-optex, Handloom Department & Textile Department

About NICM

Natesan Institute of Cooperative Management (NICM), Chennai is one among the 19 premier Institutes established by the National Council for Cooperative Training (NCCT), New Delhi, which is an Autonomous body functioning under the Ministry of Cooperation, Government of India. The mandate of NCCT is to organize training programmes for the personnel working in cooperative sectors with an objective to upgrade their knowledge and skills for achieving excellence in cooperative management and administration.

NICM, Chennai is recognised as a cooperative human resource development institution, that supports cooperative organizations, Government departments, and individuals to meet their learning needs. It serves as a resource centre for professionalisation of cooperative movement and community enrichment.

Training Programmes

Training is the most important activity in this institute. It caters to the training needs of the personnel of Cooperative Institutions and Cooperative Department and allied sectors such as Fisheries, Animal Husbandry, Industry, textile, etc. In addition, it undertakes several capacity building training programmes for the Board of Directors

as well as the members of primary cooperative Societies (Farmers/Weavers/Fishermen/Artisans).

The Training programmes are designed and organized on various functional management areas with varying duration keeping in view of the requirements of the target group aiming to strengthen the societies in general and the farmer members in particular.

The activities of the institute mainly concentrate on the Human Resource Development through capacity development of the stakeholders in cooperatives by imparting effective training for innovation, skill development and catering awareness about the various schemes introduced by the Government to reach its benefits to the farmers and other Agriculture related members to augment their income.

Every year this institute conducts 80-100 training Programmes including Long term and Short term programmes, targeting the farmers/cooperative personnel/Government officials. Besides the core programme, Higher Diploma in Cooperative Management (HDCM), NICM offers various sectoral Diploma programmes viz., Diploma in Industrial Cooperative Management (DICM), Diploma in Dairy Cooperatives (DMDC) and Diploma in Handloom Cooperative Management (DHCM).



Higher Diploma in Cooperative Management

HDCM is the core programme of the institute which aims to disseminate and inculcate the aspirants of the cooperative sector on the various facets of management in cooperative enterprises. It contains a rich and updated curriculum on cooperative management. Obtaining this diploma is a prerequisite for appointment in cooperatives in Tamilnadu and it enables the candidates for seeking jobs in cooperatives all over the country. Keeping in view of the prevailing changes and challenges in the contemporary business environment, the National Council for Cooperative Training, New Delhi has redesigned the Higher Diploma in Cooperative Management (HDCM) course with a view to sharpen the analytical and decision-making competencies of the managers and potential managers of the cooperative sector.

The duration of HDCM course is 26 Weeks (Regular) and 52 weeks (Distance Learning). The training methodology of the programme includes Class Room Lecture, Case analysis, Roleplay, Group Assignments, Debates, Paper presentations in seminars, Group Discussions, Project Preparation, and Study Visit. This programme is recognized by Govt. of India and Govt. of other states for Employment in Cooperative organizations and Cooperative Department.

Master of Business Administration (MBA)

NICM, Chennai caters to the cooperative sector's Management Development and training requirements. NICM started MBA in 2008 affiliated with Madras University and approved by AICTE, New Delhi. 14 batches of MBA have passed out, so far. This course has got an excellent response from the students' community. The Alumni of the Institute are placed in many leading Domestic and Multinational organisations.

The Institute has an active students placement programme. Through its placement cell, it provides direction and support to students who are eligible for placements.

Eligibility for Admission

Candidates shall be required to have passed a Bachelor's Degree of the University of Madras or of any other University or a qualification accepted by the Syndicate of this University as equivalent thereto, shall be eligible for admission to MBA Degree Course.

Registration for Admission

Applicants joining NICM need to obtain the prescribed application form and register for admission. They should have appeared for TANCET exam conducted by Anna University, Chennai, on behalf of the Government of Tamil Nadu.

Highlights

- * Accredited by C-PEC BIRD Lucknow.
- * 2-years Full-Time MBA Programme- Approved by AICTE & Affiliated to the University of Madras.
- * Conduct 3 Months Sectoral Diploma Programmes on Handloom, Dairy, and Industries.
- * Conduct Certificate and Diploma Programmes for Defence Personnel under the Director General of Resettlement, Ministry of Defence, Govt. of India.
- * Organise Member Education Programmes for the members of Primary Cooperatives and Youth Awareness Programme for the College Students.

Research and Consultancy

NICM conducts research and consultancy services sponsored by the Ministry of Agriculture, State, and Government of Tamil Nadu.

Library

An excellent library with around 8000 books and 12 journals on Management and related disciplines.

Computer Lab

Well-furnished Computer Lab with Internet and WIFI facility.

Hostel

Well-furnished hostel with Airconditioned mess facility is available for participants and students.

Faculty

The institute has a team of dedicated, multi-disciplinary, and, multi-sectoral highly experienced and qualified faculty members with all India transferability amongst the units of NCCT. Apart from that, an ample number of faculty members /experts from various Govt. Departments / Universities / Management Institutes / Corporate Bodies are also associated with the institute to provide updated /quality training to the participants.

INFRASTRUCTURE



FRONT VIEW



NICM-LIBRARY



EXECUTIVE HALL



CONFERENCE HALL



CONFERENCE HALL



CLASS ROOM



CLASS ROOM



COMPUTER LAB



ADVANCED EXCEL TRAINING IN COMPUTER LAB



ON-LINE DISCUSSION



HOSTEL



A/C DINING HALL



DINING HALL



PLAY GROUND



PLAY GROUND



Dr. V. KURIEL CONFERENCE HALL



CHENNAI CENTRAL COOPERATIVE BANK



GARDEN

IMPORTANT ACTIVITIES



CARPE DIEM - Management Fest – Inaugurated by Dr. J. Radhakrishnan IAS., Principal Secretary-Cooperation, Food & Consumer Protection Department, Govt. of Tamilnadu



Management Fest - Shri. A.D. Padmasingh Isaac, Chairman & Founder, Aachi Group of companies, Shri. JahabarShadique, Co-Founder & CEO, Chai Kings, Shri. Dinesh Sundaravadivelu, Associate Vice-President, Start- Up TN, graced the inaugural & Valedictory sessions.



Cdr. Paramdeep Singh Soodan, SEDO (Senior Education Officer), INS Adyar, Chennai, interacted with the DGR sponsored participants and handled a session on "Positive Psychology for happiness and wellbeing."



Demonstration of Fire extinguishers to the participants of BDP conducted for the officials of PETROL BUNK & GAS AGENCIES run by Consumer Coop. stores. Shri.Sakthi Saravanan, ARCS(ICDP), Shri. Kathirvelan, Asst. District Officer (Fire & Rescue Officer), Shri. Mohammed Sharif, Manager (Retail), IOC, Chennai, Smt. Gomathi, Sales Officer (Indane), IOC, Chennai handled sessions.



Value Addition in Millets programme conducted for the Secretaries and Managers of CMS/ LAMPs Secretaries



Programme on Computer Applications & Latest Trends in Information Technology



Member Education Programme for Primary Milk Cooperative Society Members- Tiruppur District





REFRESHER COURSE For The Cooperative Auditors



VAMNICOM, Pune-PGDM Admission, GD&P



Collaboration with VAMNICOM, Pune PGDM Course Admission



Prog. on "Design Skills and E-Commerce" for Handloom Weavers



Youth awareness programme on cooperatives conducted for Guru Nanak college students, Chennai.



Youth awareness prog. on Cooperatives at Presidency College, Chennai.



Executive Development Programme for the MDs(JRs/ DRs/CSRs) and officials of Consumer cooperative stores



Member Education Programme for Milk Producers Coop. Society at Tiruppur District

Dr. N. SUBBAIYAN, I.A.S.,
Registrar of Co-operative Societies
Chairman, Programme Advisory Committee

ACADEMIC TEAM

SHRI. G. SURESH
DIRECTOR
SHRI. SATHIA KUMAR SAM MICHAEL
Deputy Director

SHRI. R. RAJA BALACHANDRAN
Lecturer

DR. U. HOMIGA
Lecturer

SHRI. R. PANDIAN
Lecturer

SMT. SHAKILA
Asst. Director of Co-operative Audit

SHRI. M. NAGARAJAN
Lecturer (Contract)

Administrative Staff

Shri. Y.G. Ganesh Kumar
LDC/OS In-charge

Shri. P. Pravin Kumar
Accountant In-charge

Smt. Angel Paul
Library & Information Assistant (Contract)

Shri. K. M. Karthikeyan
MTS

Shri. K. Venkatraman
MTS

Clerical Staff (Contract)

Shri. Krishnakumar
Shri. P. Prakash

NATESAN INSTITUTE OF CO-OPERATIVE MANAGEMENT, CHENNAI

[AN INSTITUTION OF NATIONAL COUNCIL FOR CO-OPERATIVE TRAINING, NEW DELHI]

MINISTRY OF CO-OPERATION, GOVT. OF INDIA



The Director

2377 - Natesan Institute of Cooperative Management

IVth Avenue, Shanthi Colony

Anna Nagar (West)

Chennai – 600 040

Dear Sir,

Sub : Nomination for the Programme on _____

(Date From _____ to _____)- Reg.

In response to your announcement letter, we are sending the nominations for the following persons of our organization.

I.	Name and Designation	Whatsapp No.	Aadhar No.
	i.		
	ii.		
	iii.		
	iv.		
II.	Name of the Organisation, with full address, District and Pin-code		
IV.	GST Number		
V.	E-mail address of the Institution		
VI.	Phone no. with STD code		

SEAL AND SIGNATURE OF THE
SPONSORING AUTHORITY

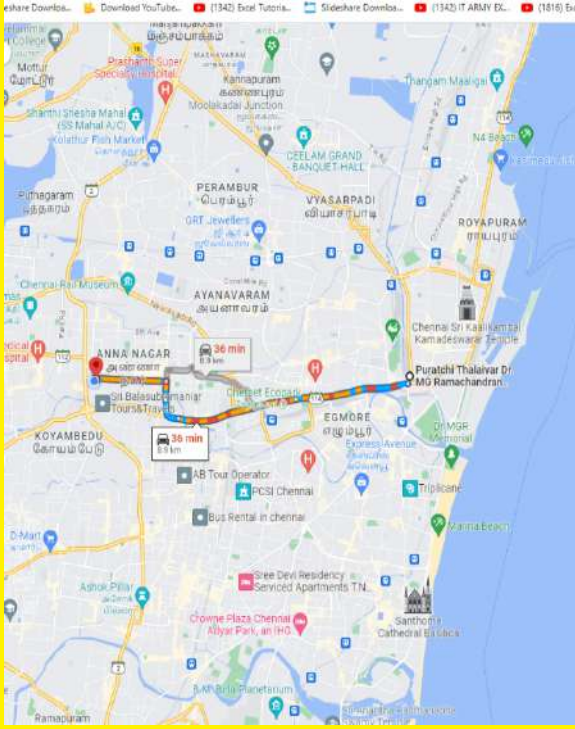
Date :

Place :

GOOGLE MAP LINK:

Chennai Central to NICM

<https://goo.gl/maps/7y2f4tmyQ3zbehGi7>



KOYAMBEDU TO NICM:

TRAVELLING BY BUS / METRO TRAIN

<https://goo.gl/maps/CtkVQicYW11rckhd7>



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<https://forms.gle/iQqpkB1t9MDnf6LW7>